



Bright from the Start Georgia Department of Early Care and Learning
2 Martin Luther King Jr. Drive SE, 670 East Tower
Atlanta, GA 30334
 Phone: (404) 657-5562 WWW.DECAL.GA.GOV

Date: 9/10/2019 **VisitType:** Monitoring Visit **Arrival:** 9:15 AM **Departure:** 12:45 PM

CCLC-663

Banks County Pre-K/Head Start

335 Evans Street Homer, GA 30547 Banks County
 (706) 677-2963 jan.bertrang@ndohs.org

Regional Consultant

Kelly Jones

Phone: (770) 357-7062
 Fax: (770) 357-7061
 kelly.jones@decal.ga.gov

Mailing Address
 Same

Quality Rated: ★ ★ ★

| Compliance Zone Designation | | |
|------------------------------------|------------------|---------------|
| 09/10/2019 | Monitoring Visit | Good Standing |
| 03/06/2019 | Licensing Study | Good Standing |
| 12/13/2018 | Monitoring Visit | Good Standing |

Compliance Zone Designation - A summary measure of a program's 12 month monitoring history, as it pertains to child care health and safety rules. The three compliance zones are good standing, support, and deficient.

Good Standing - Program is demonstrating an acceptable level of performance in meeting the rules.

Support - Program performance is demonstrating a need for improvement in meeting rules.

Deficient - Program is not demonstrating an acceptable level of performance in meeting the rules.

Ratios/License Capacity

| Building | Room | Age Group | Staff | Children | NC/C | Max 35 SF. | 35 SF. Comp. | Max 25 SF. | 25 SF. Comp. | Notes |
|---------------------------------|-----------------|-----------------------------------|---------------------------------|----------|------|-------------------------------|--------------|--|--------------|-----------------|
| Main | A:Front Hall-2L | Four Year Olds | 2 | 14 | C | 22 | C | NA | NA | Centers |
| Main | B:Front Hall-2R | Four Year Olds | 2 | 13 | C | 22 | C | NA | NA | Centers |
| Main | C:Front Hall-1R | Four Year Olds | 3 | 18 | C | 22 | C | NA | NA | Circle Time |
| Main | D:Back Hall-1L | Four Year Olds and Five Year Olds | 2 | 20 | C | 21 | C | NA | NA | Centers,Outside |
| Main | E:Back Hall-2R | | 0 | 0 | C | 21 | C | NA | NA | |
| Main | F:Back Hall-2L | | 0 | 0 | C | 22 | C | NA | NA | |
| Main | G:Back Hall-1R | | 0 | 0 | C | 21 | C | NA | NA | |
| Total Capacity @35 sq. ft.: 151 | | | | | | Total Capacity @25 sq. ft.: 0 | | | | |
| Total # Children this Date: 65 | | | Total Capacity @35 sq. ft.: 151 | | | Total Capacity @25 sq. ft.: 0 | | Building @25 capacity limited by Health Department Limitations | | |

| Building | Playground | Playground Occupancy | Playground Compliance |
|----------|--------------|----------------------|-----------------------|
| Main | Playground A | 125 | C |

Comments

The purpose for this visit was to conduct a monitoring visit and to follow-up on the previous visit conducted on March 6,2019.

Plan of Improvement: No Plan Developed

Any rule violation which subjects a child to injury or life-threatening situation or any rule violations previously cited but not corrected, may result in the imposition of an adverse enforcement action. Serious or continued noncompliance may also jeopardize participation in one or more DECAL program(s).



Please refer to the website, <http://www.dec.state.ga.us/CCS/RulesAndRegulations.aspx> , for information regarding October 1, 2018 rule changes about Criminal Records Checks that may affect your facility. In summary,

- New records checks will be required to be completed if a staff member experiences a six month break in service from the child care industry
- New clearance is required at least once every five years
- Any staff member solely responsible for supervising children will be required to have completed a comprehensive background clearance
- All staff members are required to have completed at least a national fingerprint based clearance check
- Any staff member with only the national fingerprint based clearance, must be under constant and direct supervision of a staff member with a satisfactory comprehensive records check clearance
- Facilities are required to use DECAL KOALA for Criminal Records Checks, including to verify portability of an employee

O.C.G.A. Section 42.1.12(i)(2) requires Bright from the Start: Georgia Department of Early Care and Learning to notify licensed child care programs on accessing and retrieving from the Georgia Bureau of Investigation's (GBI) website a list of the names and addresses of all registered sexual offenders. Please see GBI's website located at <http://gbi.georgia.gov> to access the Georgia Sex Offender Registry.

Refutation Process:

You have the right to refute any of the citations noted in this report with which you disagree. To refute a citation(s), e-mail the following information to CCSRefutations@dec.state.ga.us.

- 1) Facility name, license number and visit date
- 2) Your name, title/relationship to the facility, e-mail address & up to two phone number(s) where you can be reached
- 3) Specific rule number(s) that you are refuting, along with your concerns or questions regarding the rule citation

Refutations must be submitted to Child Care Services (CCS) within 10 business days of the completion date.

A sample form for submitting a refutation can be found at: <http://dec.state.ga.us/ChildCareServices/RefutationInformation.aspx>

Your refutation will be forwarded to the appropriate CCS manager, who will follow up with you about your concerns. If you have any questions about this process, contact our office at 404-657-5562.

Bright from the Start recommends that all licensed child care providers carry liability insurance coverage sufficient to protect its clients. If you do not have this liability insurance, you are required to post a notice with ½ inch letters in a conspicuous location in the program, notify the parent or guardian of each child in care in writing, obtain their signature to acknowledge receipt and maintain this written acknowledgment on file at the program at all times while the child attends the program and for 12 months after the child's last date of attendance. (O.C.G.A. Section 20-1A-4)



Important New Deadlines:

Your program must be Quality Rated by December 31, 2020 in order to continue to receive Childcare and Parent Services (CAPS).

Get started today! Sign up by completing a short online application: <https://qualityrated.dec.state.ga.us/>
Request free technical assistance to help you earn your star rating by contacting the Quality Rated help desk at 855-800-7747 or qualityrated@dec.state.ga.us

Jan Bertrang, Program Official

Date

Kelly Jones, Consultant

Date



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Findings Report

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The following information is associated with a Monitoring Visit:

Activities and Equipment

591-1-1-.12 Equipment & Toys(CR) **Met**

Comment

A variety of equipment and toys were observed throughout the center.

591-1-1-.35 Swimming Pools & Water-related Activities(CR) **Met**

Comment

Center does not provide swimming activities.

Facility

591-1-1-.19 License Capacity(CR) **Met**

Comment

Licensed capacity observed to be routinely met by center.

591-1-1-.25 Physical Plant - Safe Environment(CR) **Met**

Comment

Center appears clean and well maintained.

591-1-1-.26 Playgrounds(CR) **Met**

Comment

Playground observed to be clean and in good repair.

Health and Hygiene

591-1-1-.10 Diapering Areas & Practices(CR) **Met**

Comment

Staff state proper knowledge of diapering procedures.

591-1-1-.17 Hygiene(CR) **Met**

Comment

Proper hand washing observed throughout the center.

591-1-1-.20 Medications(CR) **Met**

Comment

Documentation for medication dispensing observed complete.

Comment

The Provider currently does not dispense/administer medication.

Safety

591-1-1-.11 Discipline(CR) **Met**

Comment

Staff were observed to maintain a positive learning environment on this date.

591-1-1-.36 Transportation(CR) **Met**

Comment

Center does not provide routine transportation.

Sleeping & Resting Equipment

591-1-1-.30 Safe Sleeping and Resting Requirements(CR) **Met**

Comment

Please ensure that cribs/cots are labeled for individual use.

Staff Records

Records Reviewed: 31

Records with Missing/Incomplete Components: 0

| | |
|--------------------------|-----|
| Staff # 1 | Met |
| Date of Hire: 08/02/2019 | |
| Staff # 2 | Met |
| Date of Hire: 06/07/2010 | |
| Staff # 3 | Met |
| Staff # 4 | Met |
| Staff # 5 | Met |
| Staff # 6 | Met |
| Staff # 7 | Met |
| Staff # 8 | Met |
| Date of Hire: 11/11/1996 | |
| Staff # 9 | Met |

Date of Hire: 07/23/2018

Staff # 10 Met

Staff # 11 Met

Date of Hire: 07/23/2018

Staff # 12 Met

Date of Hire: 09/05/2019

Staff # 13 Met

Date of Hire: 11/23/2018

Staff # 14 Met

Staff # 15 Met

Staff # 16 Met

Date of Hire: 07/29/2019

Staff # 17 Met

Date of Hire: 10/05/2012

Staff # 18 Met

Staff # 19 Met

Date of Hire: 07/23/2018

Staff # 20 Met

Staff # 21 Met

Staff # 22 Met

Date of Hire: 10/29/2018

Staff # 23 Met

Date of Hire: 02/19/2019

Staff # 24 Met

Date of Hire: 02/14/2019

Staff # 25 Met

Staff # 26 Met

Staff # 27 Met

Staff # 28 Met

Records Reviewed: 31

Records with Missing/Incomplete Components: 0

Staff # 29 Met
Date of Hire: 09/01/2018

Staff # 30 Met

Staff # 31 Met

Staff Credentials Reviewed: 8

591-1-1-.09 Criminal Records and Comprehensive Background Checks(CR) Met

Comment

Director provided 6 file(s) for employees hired since last visit.

Correction Deadline: 3/6/2019

Corrected on 9/10/2019

.09(1)(c) - The previous citation was observed to be corrected on this date. The consultant observed all staff members to have evidence of a satisfactory criminal records check background letter on file on this date.

591-1-1-.31 Staff(CR) Met

Comment

Staff observed to be compliant with applicable laws and regulations.

Staffing and Supervision

591-1-1-.32 Staff:Child Ratios and Group Size(CR) Met

Comment

Center observed to maintain appropriate staff:child ratios.

591-1-1-.32 Supervision(CR) Met

Comment

Adequate supervision observed on this date.